Greetings Atlanta Vendors and Community Organizations!

Georgia State University invites you to participate in the Atlanta Vendor Fair during Panther Welcome! Panther Welcome, held during the first two weeks of fall semester, serves the purpose of welcoming our new and returning students to campus with fun-filled, informative events and activities.

With the Atlanta Vendor Fair, the focus is to have tables of services and organizations that are close to campus, or within the Atlanta community specifically for students. Whether it is restaurants, banks, or places to see performances, we want to give students available resources that are around them. In return, you will have the opportunity to market your services and opportunities to thousands of Georgia State students!

The Panther Welcome Atlanta Vendor Fair will be held on Thursday, September 1, 2016 from 11 a.m. – 2 p.m. on Georgia State’s campus. Vendor tables will be located on Gilmer Street, in front of Sparks Hall. Attendance at the fair will be very high since the Student Organization Fair and the College & Campus Life Fair is being held on the same day in Hurt Park and Unity Plaza.

For program consistency, all vendors are asked to refrain from selling any products, goods, or services. Instead, dissemination of coupons, brochures, or “freebie” items is encouraged.

If you are interested in this opportunity, please follow the attached instructions. Questions can be directed to the Vendor Fair coordinator:

Amanda Emery
Coordinator of New Student Orientation
404-413-1575
aemery@gsu.edu
Thank you and hope to see you at the Vendor Fair!
Panther Welcome - Atlanta Vendor Fair at Georgia State University
Thursday, September 1, 2016 | 11 a.m. – 2 p.m.

To participate in the Panther Welcome Atlanta Vendor Fair, vendors must review Georgia State University’s Commercial Solicitation Policy and submit a completed Application and Agreement for Commercial Solicitation form with a non-refundable $50 fee to the Student Center Event Management Office. Again, we ask that all vendors refrain from selling any products, goods, or services. Table reservations will be given on a first-come, first-serve basis, according to submission of the application.

Please go to the following link for the application:
http://studentcenter.gsu.edu/center-policies/commercial-solicitation/

1. All vendors must provide printed documentation of having a federal tax ID number.
2. Please thoroughly read and complete the application, and submit it along with the $50 fee to Anthony Banks in the Student Center Event Management Office (see below for contact information) by Wednesday, August 24, 2016. Payments can be made by cash (in person), money order, or check (written to Georgia State University).
3. It is highly recommended that completed applications and payments be given to Anthony Banks in the Student Center Events Management Office in person in Suite 345 Student Center. However, materials (application and fee, except cash) can be sent through the mail to:

   Student Center Events Management Office
   Student Center 305
   ATTN: Anthony Banks
   P.O. Box 3973, Atlanta, GA 30302-3973

4. Once completed applications are received, a confirmation will be sent closer to the event.
5. On the day of the event (September 1), set-up will begin at 10:00 a.m. to ensure that all tables will be ready by 11:00 a.m. Please note: Set-up will not begin any earlier than 10 a.m.

   Please come to Gilmer Street, in front of Sparks Hall, at the corner of Gilmer and Courtland Streets (building 29 on the map at www.gsu.edu/map.html) and meet Amanda Emery for table assignments. For directions to campus, please see page 3 of this document. Visitor parking is available in M-Deck (next to building 9 – Dahlberg Hall) for $7 cash only.

6. Questions in regards to the application can be directed to Anthony Banks at 404-413-1872 or abanks@gsu.edu. Other questions can be directed to Amanda Emery at 404-413-1575 or aemery@gsu.edu.
We look forward to this event and having you on Georgia State’s campus!

DIRECTIONS TO M-DECK PARKING
44 Auditorium Place, Atlanta, GA 30303

From I-85/I-75 Northbound

Take Exit #246 (Central Avenue/Fulton Street). Take the right fork to the first traffic light, which is Fulton Street, and turn right. Go to the first traffic light and turn left on Capitol Avenue. Go through seven traffic lights. The seventh traffic light is Gilmer Street. Make the next left onto Auditorium Place. Turn left into the Visitor Parking area. Exit the deck onto Gilmer Street and turn right towards Sparks Hall.

From I-85/I-75 Southbound

Take Exit #249 A (Courtland Street/Georgia State University) a one-way street. Go through seven traffic lights. Cross over the seventh light, which is Edgewood Avenue. Make the next left onto Auditorium Place. Turn right into the Visitor Parking area. Exit the deck onto Gilmer Street and turn right towards Sparks Hall.

From I-20 Westbound

Take Exit #58 A (Capitol Avenue). Turn right on Capitol Avenue. Go through five traffic lights. The fifth light is called Gilmer Street. Make the next left onto Auditorium Place. Turn left into the Visitor Parking area. Exit the deck onto Gilmer Street and turn right towards Sparks Hall.

From I-20 Eastbound

Take Exit #56 B (Spring/Windsor Streets). Go straight on the exit ramp to the third traffic light and turn left on Central Avenue. Follow Central Avenue to Decatur Street. Take a right onto Decatur Street. Continue straight and take a left onto Piedmont Avenue. Cross over Gilmer Street, and then make the next immediate left onto Auditorium Place. Turn left into the Visitor Parking area. Exit the deck onto Gilmer Street and turn right towards Sparks Hall.